

U. S. MISSION, PAKISTAN - EMBASSY ISLAMABAD

VACANCY ANNOUNCEMENT NUMBER: 13-124

OPEN TO:	All Interested Candidates	OPENING DATE:	August 20, 2013
POSITION:	Nurse, FSN-9 (ERR); FP-5*	CLOSING DATE:	Open Until Filled
POSITION NO:	I-50259		
WORK HOURS:	Full-time; 40 hours/week		
SALARY:	*Not-Ordinarily Resident: US\$50,043 p.a. (Starting salary of FP-5) (Position Grade: FP-5 to be confirmed by Washington) *Ordinarily Resident: US \$41,973 p.a. (Starting salary of FSN-9, Exception Rate Range (ERR)). Note: Employee will be paid in Pak Rupees by using the USDO/Bangkok exchange rate on the payday.		

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST BE HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Islamabad is seeking an individual for the position of Nurse in the Health Unit.

BASIC FUNCTION OF POSITION:

The incumbent serve as the U.S. Registered Professional Nurse, or Western European equivalent trained Registered Professional Nurse with comparable licensure. The position is located in the Embassy Health Unit (HU) and is under the direct supervision of the Foreign Service Health Practitioner and Locally Employed Nurse Practitioner. The incumbent will provide a full range of professional nursing services to American and Locally Employed Staff. Performs other related duties as assigned by the supervisor.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

QUALIFICATIONS REQUIRED:

NOTE: *All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.*

1. EDUCATION: Graduate of professional nursing school with a current and unrestricted Registered Nurse license from the U.S., Puerto Rico, or Western European equivalent is required.

2. EXPERIENCE: Two years of hospital based, ambulatory clinic, or occupational health experience is required. In addition to the required experience, at least one year experience with a U.S. Federal agency or U.S. Embassy primary health care facility is essential. Incumbent must have previous experience teaching at least three of the following health promotion activities, smoking cessation; weight reduction; emergency first aid; prenatal classes; community emergency response; CPR; safe food services; healthy lifestyle; stress management and relaxation; drug and alcohol dependence; or HIV prevention.

3. LANGUAGE: Level IV (Fluent) Speaking/Reading/Writing of English is required. Understanding and speaking of medical terminology in English is required. Language skills may be tested.

4. KNOWLEDGE: A good working knowledge of or experience with current health promotion recommendations in the U.S. population is required. Knowledge in managing and procuring expendable medical supplies and equipment for ambulatory care clinic is essential.

5. ABILITIES & SKILLS: The ability to administer an adult immunization program according to current CDC standards is required. The position requires strong interpersonal skills and a client-oriented disposition. Incumbent must be familiar with American Nursing standards of care. Ability to perform basic word processing on the computer is required.

SELECTION PROCESS:

When fully qualified, U.S. Citizen Eligible Family Members (USEFMs) and U.S. Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the required qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily been reassigned/promoted from one position to another are not eligible to apply for six months from the effective date of the reassignment/promotion.
6. Current employees who have received any job-related training are not eligible to apply in another section/agency for six months from the effective date of the training.
7. Currently employed U.S. Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
8. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.
9. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employment clearances (if selected) or relocation for joining.

TO APPLY:

Interested applicants must submit their completed [DS-174](#) (Application for Employment as LE Staff) by e-mail submission only at PakJobs@state.gov. The Vacancy Announcement Number (e.g. 13-124) must be mentioned in the subject line of the email.

Incomplete applications or submissions received after the closing date will not be considered. Please do not attach any documents at this stage; you will be informed when your documents are required. Only those candidates meeting all the requirements will be contacted for a test/interview. To review all advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: Open Until Filled

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.